

LiLI Board Meeting  
September 5, 2001  
Statehouse Inn, Boise

Attendance:

LiLI Board members:

Paul Krause - Lewis Clark State College  
Ruth Funabiki- U of Idaho Law  
Karen Ganske - Nampa Public  
Paul Holland - Idaho Falls Public  
Kay Flowers - Idaho State University  
Tom Olsen - Boise School District  
Ron Force - University of Idaho  
Dawn Wittman - Lewiston City  
Tim Brown - Boise State University  
Marcia Beckwith - Meridian School District  
Charles Bolles - Idaho State Library

Dan Lester - Boise State University  
Ron Glass - OCLC  
Paul Cappuzzello - OCLC

State Library staff:

Marj Hooper  
Carol Silvers  
Sue Walker  
Anne Abrams  
Sonja Hudson  
Frank Nelson  
Jan Wall  
Mike Samuelson  
Ann Joslin

**Introductions and housekeeping:** Ann Joslin

**OCLC Presentation:** Ron Glass & Paul Cappuzzello

A presentation was made by Paul Cappuzzello and Ron Glass regarding OCLC services and their usage in Idaho. Paul Cappuzzello reviewed pricing printouts, stating the typical OCLC price increase from year to year is around 4%. Projections for Idaho are based on a 3% increase in WorldCat activity from year to year. Libraries are not charged for deleting their own records from the system; the library is charged for the search for a specific record to be deleted, and then issued a credit for the deletion of that record which cancels the search fee.

Mr. Cappuzzello explained the pricing matrix for a CatExpress/WebILL combination. The library estimates the number of titles it will catalog and the number of interlibrary loans it expects to process in a year to determine an annual flat fee. The fee can be adjusted annually based on actual usage the previous year.

OCLC has two basic pricing structures, fixed fee and transaction-based. OCLC will work with us on the pricing structure that best fits Idaho.

Question for the LiLI Board: Shall we use LiLI to provide access to cataloging and ILL services for those libraries that do not have them? And, is there an advantage in a statewide contract for those libraries that already use OCLC services?

**WorldCat:** Ann Joslin

The State Library is in the process of arranging an Idaho subscription for 10 simultaneous users for WorldCat. OCLC is offering us two free months of use; the paid subscription will begin December 1, 2001, and expire December 31, 2002, the same time

as the other LiLI databases. OCLC is printing brochures for us to mail to all Idaho libraries. OCLC Western will provide a basic 2-hour training on WorldCat in 6 locations in October that should reach a large number of people from public and school libraries. OCLC will send forms to every library in the state. Each library must submit a member order form to Ron Glass in order to receive an authorization code for access. Ron will also have member order forms to the ILA. The terms and conditions for the license have been forwarded to the Deputy Attorney General for review.

It is expected that those libraries that do not currently have access to WorldCat will use the ten-user license. It is not expected that any of the institutions currently subscribing to WorldCat will drop their subscription and use the statewide access.

The funding for WorldCat will come from two sources; state general account funds previously earmarked for the virtual catalog and the Library Services Improvement Fund.

The State Library will track the usage of WorldCat to demonstrate its usefulness to the library community and ultimately to secure full state funding in the future.

#### **STATUS REPORTS:** Ann Joslin

##### **ISL Personnel**

Networking consultant - The State Library has hired a networking consultant. Currently with the North Eastern Florida Information Network, Gina Persichini will join the ISL staff Tuesday October 2, 2001.

Electronic services / collection development librarian - We have 4 or 5 applications and will be starting the interview process soon.

##### **Governor's 2% Holdback**

Staff has drafted a plan for the 2% holdback for the Idaho State Library. As of January 2002, the subscription to Newspaper Source will not be renewed. This will save \$33,000. The remainder of cutbacks necessary will be achieved by down-grading a currently vacant librarian position to an OSII and cutting the amount of personnel funds reserved for temporary and group hires. The holdback plan must go through the State Library Board, the Board of Education, and DFM before it is considered final. The Legislature also must approve the holdback.

##### **Reciprocal Borrowing Agreement**

The Reciprocal Borrowing Agreement is currently on the desk of the Deputy Attorney General. He has expressed concerns regarding the collection of funds from other libraries and placing those funds in the Library Services Improvement Fund. He suggested investigating a Joint Powers Agreement that would form a separate entity with the State Library being one member among equals. That entity could create a separate account outside the state appropriations process and hold funds for the group. Our next step will be to ask the State Library Board to approve the Deputy AG drafting the Joint Powers Agreement.

Charlie pointed out that staffing may be the major administrative expense of this program, and there is a question regarding ISL's ability to draw staff salaries from either the LSIF or the Joint Powers account.

The Reciprocal Borrowing Agreement was distributed to libraries for review and comment by local staff members. So far, Idaho Falls Public Library has been the only staff to submit comments for review.

### **LiLI-Z Development**

Blue Angel had staff changes at the same time Rand left the State Library, so the 19 adjustments requested by the LiLI Board took longer than expected. Blue Angel charged us for 44 hours, although it took longer than that. Many thanks to Janet Higgins, ISU Library, who spent hours testing the changes and working with Blue Angel to get them right. Although we are not renewing our service contract, Blue Angel will do additional work at \$110 per hour.

### **ILA Conference** - Ruth Funabiki

The LiLI presentation is Friday morning. Ruth will introduce LiLI board members and review our progress on LiLI projects. Ron Glass will do a brief description of OCLC products and Kay Flowers will address the Reciprocal Borrowing Agreement, followed by time for questions, discussion, and suggestions.

### **ORBIS Proposal** - Ann Joslin

A pricing spreadsheet from Orbis was presented. Orbis currently provides courier services in Washington, Oregon and two-drop sites in Idaho. The spreadsheet showed prices for five additional libraries to establish a delivery backbone in Idaho; these are defined by Orbis as outside the main delivery system. These additional dropsites would cost \$33,405 in the first year.

There is virtually no chance of new State funding to assist with the creation of the courier service backbone. Question: Do we want to proceed with developing the backbone without any new money? The cost of each local courier route would be the responsibility of that drop site and their cooperating libraries.

It is projected that once the backbone is in place, and patrons are able to receive books in two days, interlibrary loan requests will increase. The 10 simultaneous user WorldCat license will be available for use by Idaho libraries on October 1, 2001. The Orbis service would allow Idaho libraries access to Oregon and Washington with a maximum of two-day delivery service from Seattle.

There was a discussion of the possibility of each drop site receiving financial assistance in the first year. LSTA funds would not be available until March 2002 at the earliest. Library Services Improvement Fund money could be requested of the State Library Board at its next meeting.

The Orbis web-site (<http://libweb.uoregon.edu/orbis/courier/>) has tips and procedures for shipping items, reporting problems, a list of libraries participating etc.

The Board agreed that we should move ahead on this project. Paul Krause and Tim Brown agreed to work with Ann on wrapping up the details, including whether or not either CSI or Twin Falls Public Library want to be a dropsite. If that is not an issue that effects the overall price, the State Library will ask Orbis to proceed in contacting the new dropsites.

**PR Support for LiLI** - Anne Abrams

Anne announced the training on LiLI-D and Marco Polo, a curriculum resource, that is being held for school librarians. This training will be held in six locations across the state, however hands on experience will not be provided.

**LSTA MARC requirement** - Ann Joslin

In the 1990's, the Idaho Library Networking Advisory Committee (ILNAC) made the recommendation that by 2002 the State Library require applicant libraries to have their records in US MARC 21 format as an eligibility requirement for LSTA. A statement to that effect was placed in the LSTA application materials. In May 2001, at the time the materials for the 2002 LSTA Grant Cycle were to be printed, ISL staff decided to remove this statement from the LSTA Guide. Many libraries don't have their records in MARC format, and a number are requesting LSTA funds for RECON as part of joining a network. The State Library requests the advice of this board for future LSTA Guides.

It was moved by Tim Brown and seconded by Paul Krause that the ILNAC recommended requirement, that all libraries have their records in US MARC 21 format as an eligibility requirement for LSTA funds, be removed. Carried.

**Gates Training program grant**- Ann Joslin

The Gates Training Grant is a follow up to the previous Gates grants for hardware, software, training, and technical support to Idaho public libraries. This grant will fund basic computer training in 6 locations and NT training in 3 locations, and is open to all libraries whether or not they received Gates equipment.

**Draft SFY 2002 Action Plan** - Ann Joslin

Plan revisions were identified. Changes and suggestions were noted; a revised plan will be posted on the LiLI website.

**NEXT STEPS:**

- Ask OCLC for current data on Idaho pricing and usage.
- Identify libraries that could use or be potential sites for OCLC services with this pricing arrangement.
- Examine the possibility of having someone from ValNet describe to the State Library Board and possibly the Deputy Attorney General the value of reciprocal borrowing and the need for the Reciprocal Borrowing Agreement.
- Contact CSI to determine if they would like to be included as drop site for courier back bone.
- After WorldCat is operational, develop some type of pilot project or provide CE for small libraries so the service will benefit them.
- Send a message to LibIdaho regarding libraries getting their catalogs on the LiLI Web-site for the visibility.
- Advertise to get the word out regarding CatExpress, WebILL, and WorldCat.
- Provide presentations at Spring Conferences on CatExpress, WebILL, and WorldCat.
- Update LiLI plan on the web-site.

- Try to determine what the break even point is for libraries to benefit from the OCLC services. Examine current expenditures to OCLC vs. flat rate contracts.

**NEXT MEETING DATE:**

Meeting proposed for Wednesday December 5<sup>th</sup>, 2001.

**MEETING ADJOURNED**

Minutes Taken by :  
Sonja Hudson  
Grants Contracts Officer

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